

TOSTOCK PARISH COUNCIL

Minutes of the Ordinary Meeting of the full Council held on 11 November 2025 at 7.30pm in Tostock Village Hall

Present: Cllr Jane Storey (Chair), Cllr Michael Baulby, Cllr David Blundell, Cllr Paul Callow, Cllr Roger Cross, Cllr Julian Kearsley, Cllr Glenn Lebbon and Cllr Andrew Sharkey.

In Attendance: County Cllr Andrew Mellen and District Cllr Harry Richardson;
Two members of the public; and
Parish Clerk: Doug Reed.

25.11.01 **Apologies for Absence**

Accepted from Cllr Sue Smith who was unwell.

25.11.02 **Declarations of Interest and Dispensations**

02.1 Interests: None.

02.2 Dispensation Requests: None.

02.3 Dispensation Decisions: None.

25.11.03 **Minutes of the Last Parish Council Meeting**

It was resolved that the minutes of the Ordinary Meeting of the Parish Council, held on 12 August, be signed as a true record.

25.11.04 **County and District Councillors' Reports**

04.1 County Councillor: Cllr Mellen presented his report further to which he noted that he still had funding available which the Council suggested might be put towards the Village Hall project.

04.2 District Councillors: Cllr Bradbury had sent apologies.

Cllr Richardson presented his report, provided updates on several matters and agreed to pursue the cleaning of solar panels at The Croft.

25.11.05 **Public Comment and Questions**

Matters raised included the cutting back of vegetation encroaching on to Norton Road on the opposite side of Pamment Close, potholes on the gravel road at The Leys and the possible redevelopment of Woolpit Health Centre, all of which would be actioned as appropriate.

25.11.06 **Correspondence**

Cllr Storey reported on items both sent to and received by the Council. She noted the following in particular:

- ◆ That further to correspondence received concerning work to a driveway at a cottage on The Green, she had spoken with the relevant householder and agreed the way forward which required no further Council involvement.
- ◆ A finance query raised regarding the Council and grass cutting at the Church had been deferred pending the latter receiving further advice.
- ◆ An invitation from the organiser of the Woolpit Emergency Plan for the Parish Council to engage with the group responsible to produce a joint document was declined given that the villages were substantially different.

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25.11.07 Finance

07.1 Responsible Financial Officer: It was noted that the NatWest current account stood at £10,234.90 and the reserve account at £58,992.61 further to which it was resolved that the reconciliation be approved. Of the total it was noted that £53,516.21 was Community Infrastructure Levy funding which could not be spent on day-to-day matters.

07.2 Payments and Income: It was resolved that the schedule of payments be approved. The schedule comprised the following:

- ◆ Clerk: salary (July) - £344.12;
- ◆ HMRC: PAYE and NI (July) - £88.78;
- ◆ Clerk: homeworking allowance (July) - £26.00;
- ◆ Clerk: salary (August including arrears) - £388.88;
- ◆ HMRC: PAYE and NI (August) - £112.92;
- ◆ Clerk: homeworking allowance (August) - £26.00;
- ◆ Mr C Howells: expenses - speeding devices - £123.64;
- ◆ Tostock Village Hall: venue hire (July-September) - £15.00;
- ◆ Gipping Press Ltd: "Tostock Chronicle" (October/November) - £319.00;
- ◆ Clerk: salary (September) - £353.03;
- ◆ HMRC: PAYE and NI (September) - £93.65;
- ◆ Clerk: homeworking allowance (September) - £26.00;
- ◆ O Holland: litter-picking - £90.00;
- ◆ Clerk: salary (October) - £353.03;
- ◆ HMRC: PAYE and NI (October) - £93.65;
- ◆ Clerk: homeworking allowance (October) - £26.00;
- ◆ Clear Insurance: mower insurance renewal - £219.87;
- ◆ Business Services at CAS Ltd: general insurance renewal - £545.18;
- ◆ Cllr Roger Cross: reimbursement of diesel cost for mower - £25.00; and
- ◆ Cllr Roger Cross: reimbursement of cost of new tyre for mower - £70.00 + VAT £14.00.

Income received was duly noted as follows:

- ◆ NatWest: reserve (deposit) account interest - £49.09;
- ◆ NatWest: reserve (deposit) account interest - £54.21;
- ◆ NatWest: reserve (deposit) account interest - £50.79;
- ◆ Mid Suffolk District Council: precept (October-March) - £6,231.50; and
- ◆ "Tostock Chronicle": advertising - £960.00.

07.3 Community Infrastructure Levy: The funding position was noted.

25.11.08 Council Governance - Assertion 10

Councillors were made aware of the new mandatory requirement to come into effect with the 2025-2026 Annual Governance and Accountability Return (AGAR). The Clerk would work on the requirements with the aim of seeking timely approval for the measures needed to be put in place.

25.11.09 Village Communications

No volunteers had come forward to either to edit the "Tostock Chronicle" or manage the village website. In the circumstances, Cllr Storey and Kat Baulby would take on editorship of the newsletter following the departure of Kim Mars for whom the December/January edition will be his last. The

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Clerk had contacted advertisers and a list of those confirmed for the next year was circulated for information. The Council would give further consideration to how to move forward with the website.

25.11.10 Ongoing Matters

None.

25.11.11 Planning

11.1 New Applications:

None.

11.2 Decisions: The following application results were noted:

DC/25/03316 Oak Cottage, The Green - works to trees in a Conservation Area - removal of leylandii hedge (21 trees). GRANTED;

DC/25/02173 Tostock Place, Church Road - erection of a side extension and outbuildings. GRANTED; and

DC/25/04546 The Old Post Office, The Green - works to trees in a Conservation Area - oak T1 minor maintenance pruning to the lower branches of the oak tree. The proposed works involve selective lopping and reduction of these lower branches by up to approximately 2/3 metres. GRANTED.

11.3 Applications Awaiting Decision:

DC/25/03895 Snapdragon, The Green - replacement roof to create loft extension; replacement of existing glazing; erection of single storey side and rear extensions (following demolition of existing garage). The Council had NO OBJECTION.

25.11.12 Matters for the Attention of the Council

None.

25.11.13 Next Meeting

It was noted that the next Ordinary Meeting of the Council would be held on Tuesday 13 January at 7.30pm in Tostock Village Hall.

25.11.14 Motion to Exclude the Press and Public

It was resolved to exclude the press and public from the meeting for the final substantive agenda item on the grounds that, while any decision was of public interest and would need to be recorded formally, the discussion leading to that decision would be likely to involve personal and/or confidential data which it was not in the public interest to disclose and which needed to be properly safeguarded on behalf of all concerned.

25.11.15 Easement (Village Green)

Cllr Callow reported on the latest position regarding negotiations with the householders and the solicitor acting on their behalf. He reported that, currently, the costs and process by which the easement would be paid were subject to agreement of the proposal submitted on behalf of the Council.

There being no further business the meeting closed at 8.27 pm.